



Neighborhood Networks NEWS

Your Online Access to Opportunity

Spring 1996

Neighborhood Networks Initiative Bursts onto Multifamily Housing Scene

“...276 properties nationwide are engaged in Neighborhood Networks activities.”

Since launching its Neighborhood Networks initiative in September 1995, the U.S. Department of Housing and Urban Development (HUD) has set off a wave of activity among community groups and property owners of HUD-insured and -assisted housing properties.

As of late March 1996, HUD reported that 276¹ properties nationwide are engaged in Neighborhood Networks activities. Of these properties, 206 are in the preliminary stages of assessing resident needs and gathering resources, 42 have submitted a business plan to their local HUD field office, and 21 have had their plan approved. A total of seven centers are already up and running, providing residents with educational opportunities for both children and adults, job training, and afterschool programs as well as access to America's growing online community.

¹ This figure does not include properties in the following areas: District of Columbia and Sacramento.

For an overview of Neighborhood Networks activity within individual states, click on the “Locations & Information” button at the Neighborhood Networks Web Site.

Neighborhood Networks News is dedicated to keeping you up-to-date on all Neighborhood Networks activities across the nation. In addition, the *News* will feature articles intended to guide you in your efforts to develop and sustain a Neighborhood Networks Center that best meets the needs of your community.

This first issue identifies three prominent resources that property owners and local partners will find helpful in jumpstarting a Neighborhood Networks initiative. They are the *Neighborhood Networks Resource Guide*, web site, and the clearinghouse. This issue will also highlight several properties that have put computerized learning centers in place. Using these resources and studying the examples of centers in operation will help ensure the success of your community development efforts!

Neighborhood Networks

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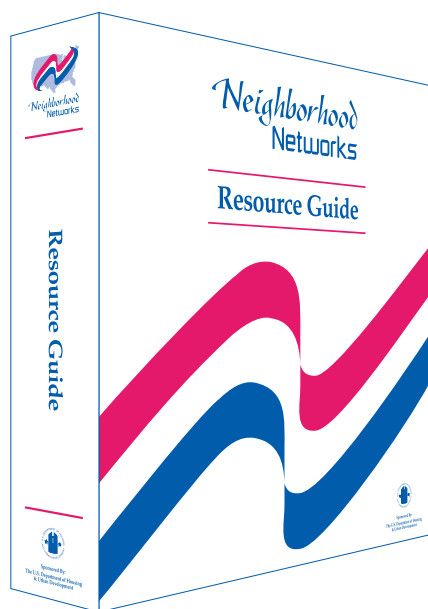
Fax:

(301) 251-5767

E-mail: neighborhood_net@aspensys.com

Web Site: <http://www.hud.gov/nnw/nnwindex.html>

Neighborhood Networks Resource Guide Takes Guesswork Out of Center Development



The *Neighborhood Networks Resource Guide* takes the guesswork out of creating your own Neighborhood Networks Center. The manual is divided into seven chapters that guide you step-by-step through the stages involved in developing and operating a center.

Chapter 1 describes the Neighborhood Networks initiative and lists the five steps necessary to create a Neighborhood Networks Center. A suggested timeline for establishing a center is provided and the role of the center steering committee is described. The chapter ends by addressing the various ways in which your center can be governed.

Chapter 2 enables you to assess resident needs and identify community resources. The needs assessment helps you ascertain the level of resident interest and determine the types of programs you should offer. Various methods of assessing resident needs are described and sample surveys are provided. The chapter ends by listing the three steps necessary for creating and using your own inventory of community resources.

Chapter 3 helps you select the types of programs most likely to meet the needs of your community. Adult education, afterschool activities, and job training are just some of the programs described. Sample tally sheets are provided so you can match the data collected in the needs assessment with the programs that are right for you.

Chapters 4 and 5 describe how to make a Neighborhood Networks Center operational. Chapter 4 focuses on space, software, and hardware needs, and Chapter 5 focuses on scheduling, staffing, and managing. Both chapters provide sample checklists to help you oversee this crucial stage of your center's development.

Chapter 6 helps you create two types of budgets. The start-up budget details the one-time costs of setting up your center and the operating budget details the on-going costs. Various private, government, and other sources of funding and in-kind contributions are identified to help you cover these costs.

In the final chapter, **Chapter 7**, all of the information discussed in the manual is brought together in a format known as a business plan. The purpose of a business plan is defined and guidelines for writing each part of the plan are provided. Each section of the business plan is cross referenced to the specific chapter in the manual where the information needed can be found. Examples of how the information might appear in an actual business plan are also given. The chapter ends with a section on the presentation of the business plan, including such final steps as writing an executive summary, creating a table of contents and cover page, and handling attachments.

A directory of computerized learning initiatives and a list of foundation grants are provided at the end of the manual. You may want to use this information to help you develop programs and locate resources for your own center.

Each HUD field office has been sent several reference copies of the *Resource Guide*. The *Resource Guide* is also being put on the Neighborhood Networks Web Site where copies can be downloaded for free.* If you wish to purchase a copy of the *Resource Guide*, call the Neighborhood Networks Clearinghouse at 800-685-8470. The cost is \$20, which includes shipping.

*To download a copy of the *Resource Guide*, click on the "Publications" button at the Neighborhood Networks Web Site.

Neighborhood Networks in Cyberspace

“The site allows visitors to gather information, exchange ideas, and make comments.”

On March 15, HUD unveiled its official Neighborhood Networks World Wide Web Site, accessible at the following address:
<http://www.hud.gov/nnw/nnwindex.html>

The site allows visitors to gather information, exchange ideas, and make comments just by clicking on one of seven on-screen buttons.

- ◆ **About Neighborhood Networks** describes the goals of this initiative and provides a list of frequently asked questions.
- ◆ **What's New** describes program activities and milestones from the more than 200 properties engaged in the planning, construction, and implementation of Neighborhood Networks Centers.
- ◆ **Locations & Information** provides a map of the United States that visitors can point and click on for information about Neighborhood Networks Centers and proposed sites for any of the 50 states.

- ◆ **Publications** contains the quarterly newsletter *Neighborhood Networks News* and other relevant HUD documents. Soon, visitors will be able to download a copy of the *Neighborhood Networks Resource Guide*.
- ◆ The **Bulletin Board** (under construction) will provide an online forum to exchange information, experiences, ideas, and opinions about Neighborhood Networks.
- ◆ **Other Resources** provides links to other sites on the web that are both serious and fun. They include civic network sites, housing-related sites, sites for seniors, youth sites, and top web sites.
- ◆ The **Guestbook** allows visitors the opportunity to identify themselves and to ask questions or comment on whether their needs are being served.

Information Specialists Are Standing By



Do you need to know the date of the next Neighborhood Networks conference? Are you trying to contact the Neighborhood Networks coordinator in a particular region? Do you want to order a copy of the *Neighborhood Networks Highlights* video? The information specialists at the Neighborhood Networks Clearinghouse are standing by to assist you. The clearinghouse operates Monday through Friday from 9 a.m. to 5 p.m. eastern time. Call toll-free **1-800-685-8470**.

Now Available!

The *Neighborhood Networks Resource Guide*: Each of the seven chapters in this manual guides you step-by-step through the stages involved in developing and operating a center. The cost is \$20, which includes shipping.

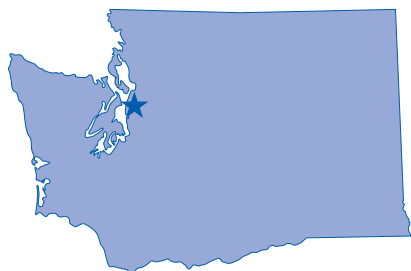
Neighborhood Networks Highlights: This video features footage of Neighborhood Networks activity in Boston, New Orleans, and Seattle. The cost is \$20, which includes shipping.

Notice H-95-81: The notice provides specific information on what properties are eligible to participate in Neighborhood Networks and what equipment and staffing can be paid for under a Neighborhood Networks plan. Free.

Neighborhoods in Action

Seattle, WA

On January 19, Nicolas P. Retsinas, the Assistant Secretary of HUD, dedicated a Neighborhood Networks Center at the Martin Luther King Jr. Apartments in the south Seattle community of Rainier Valley. The new computerized learning center, which has eight multimedia personal computers, will help residents improve their job skills



and provide children with a supervised area in which to do homework and explore the Internet.

HUD worked with Boeing's Aerospace Machinists

Union—the owners of the Martin Luther King Jr. Apartments—to restore the housing units and provide a new gatehouse, perimeter fencing, paving and landscaping, and security. A VISTA volunteer and two cooperative work-study students from Highline Community College will be hired to staff the center.

For further information, contact Eldridge Morgan at 206-722-4665.

“The new computerized learning center...will help residents improve their job skills and provide children with a supervised area in which to do homework and explore the Internet.”

Houston, TX

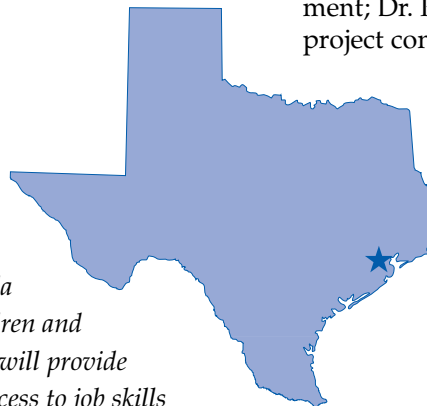
Nicolas P. Retsinas dedicated a Neighborhood Networks Center at the Villa Americana Apartments in far south Houston on January 29. The new Villa Americana Children and Family Center, which houses 11 state-of-the-art computers and 2 printers, will provide residents with access to job skills training, formal education, and community services.

The center represents a partnership among HUD, the property owners, and the community. Participating community groups include the Houston Community College System (HCCS), which is providing software, instructors, and curriculum for the center; Families in Social Crisis, which is furnishing contract social services and child development/education training; and Neighborhood Centers, which is providing day care and special job training programs. In addition, the Boys Club and Girls Club, which are currently constructing a new gym complex, will be serving as coordinators for athletic activities for the whole community.

Approximately 100 people attended the hour-long ceremony. In addition to the Assistant Secretary, the list of presenters included Raynold Richardson, HUD Houston's Chief of Multifamily Asset Management; Gerry Moore of Westmark Management; Dr. Robert Gilmore, Sr., project consultant; and Chris Oliver

and Bruce Austin, Board Members of HCCS.

For further information, contact Raynold Richardson at 713-834-3274.



“The new Villa Americana Children and Family Center...will provide residents with access to job skills training, formal education, and community services.”

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Neighborhood Networks Coordinators

LOCATION	cc:MAIL	NAME	TITLE	TELEPHONE	EXT	FAX
New England						
Boston	BOSPOST4	Brandt Witte	Asset Manager	617-565-5449		617-565-6557
Hartford	HARTPOST	Michael O. Patterson	RIS	860-240-4534		860-240-4549
Manchester	MANCHPOST	Susan Gosselin	Senior Asset Manager	603-666-7907		603-666-7697
Providence	PROVPOST	Lionel J. Jenkins	Program Advisor	401-528-5384		401-528-5312
New York/New Jersey						
New York	NYNPOST1	Rochelle S. Printz	Chief, Asset Management	212-264-0777	(3818)	212-264-9907
Buffalo	BUFPOST	Yvonne Harris	Senior Asset Manager	716-551-5755		716-551-3252
Newark	NJNPOST	Paul Aprigliano	Chief, Asset Management	201-622-7900	(3530)	201-645-2241
Mid-Atlantic						
Baltimore	BALPOST	Charles S. Wilson	Asset Manager	410-962-2520	(3114)	410-962-4947
Charleston	CHAPOST	Eppa D. Penwell	Asset Manager	304-347-7049		304-347-7050
Philadelphia	PHIPOST	Rodell Burton	RIS	215-656-0565	(3367)	215-656-3427
Pittsburgh	PITPOST	Diana L. Decker	Chief, Asset Management	412-644-6703		412-644-6499
Richmond	RICPOST	Henry Colonna	Senior RIS	804-278-4521		804-278-4516
Washington, DC	WASPOST	Barbara A. Wade	Asset Manager	202-275-4912	(3013)	202-275-5728
Southeast/Caribbean						
Atlanta	ATLPOST	Ester Cunningham	RIS	404-331-5001		404-730-2240
Birmingham	BIRPOST	Hollis Wormsby	Asset Manager	205-290-7611		205-290-7632
Caribbean	SJUPOST	Yolanda Perez	Asset Manager	787-766-6254		787-766-5522
Columbia	COLPOST	Jimmie Thomas	Asset Manager	803-765-5493		803-253-3429
Greensboro	GREPOST	Christopher N. Boozer	Asset Manager	910-547-4030		910-547-4121
Jackson	JACPOST	Cassandra C. Terry	Chief, Asset Management	601-965-4721		601-965-4995
Jacksonville	JKVPOST	Carol A. Strayer	Senior Asset Manager	904-232-1710		904-232-2731
Knoxville	KNXPOST	Thomas B. Adams	RIS	423-545-4390		432-545-4578
Louisville	LOUPOST	Charles A. Shive	Chief, Asset Management	502-582-6467		502-582-6074
Nashville	NASPOST	Israel Cordero	RIS	615-736-5365		615-736-5998
Mid-West						
Chicago	CHIPOST01	George R. Gilmore	Senior Asset Manager	312-353-0719		312-353-9563
Cincinnati	CINPOST	Lois J. Wright	RIS	513-684-2350		513-684-6516
Cleveland	CLEPOST	Dennis Morton	Chief, Asset Management	216-522-4100		216-522-2975
Columbus	CLBPOST	Barbara Bickham	RIS	614-469-2106		614-469-2949
Detroit	DETPOST	Roderick Hill	RIS	313-226-4840		313-226-6740
Grand Rapids	GRAPOST	Susie Sapilewski	Senior Asset Manager	616-456-2138		616-456-2187
Indianapolis	INDPOST	Debra Soper	RIS	317-226-7172		317-226-7308
Milwaukee	MILPOST	Sandra Devlin	RIS	414-297-1050		414-297-3204
Minneapolis-St. Paul	STPPOST	Terri Munson	Asset Manager	612-370-3050		612-370-3090
Southwest						
Fort Worth	FTWPOST	Bobbie A. Anderson	RIS	817-885-2879		817-885-6058
Dallas	DALPOST	Vernon Butler, Jr.	RIS	214-767-9480		214-767-8973
Houston	HOUPOST	Raynold Richardson	Chief, Asset Management	713-834-3274	(7083)	713-834-3205
Little Rock	LRKPOST	Gary C. Robbins	Asset Manager	501-324-6148		501-324-5900
New Orleans	NORPOST	Jim E. Alexander	Housing Program Advisor	504-589-7236		504-589-6834
Oklahoma City	OKLPOST	Renee C. Kiel	RIS	405-553-7418		405-553-7406
San Antonio	SANPOST	Priscilla J. Rocha	Senior Asset Manager	210-229-6983		210-229-6833
Tulsa	TULPOST	Faye O'Connor	Asset Manager	918-581-7456		918-581-7440
Great Plains						
Des Moines	DESPOST	Donna M. Davis	Director, MF Housing	515-284-4375		515-284-4743
Kansas City	KANPOST	Kellie Svoboda	RIS	913-551-6846		913-551-6818
Omaha	OMAPOST	Ronald G. Mathews	Chief, Asset Management	402-492-3119		402-492-3184
St. Louis	STLPOST	Patricia Mixa	Asset Manager	314-539-6734		314-539-6356
Rocky Mountains						
Denver	DENPOST	Deanna E. Beaudoin	RIS	303-672-5291	(1068)	303-672-5071
Pacific/Hawaii						
Honolulu	HONPOST	Michael S. Flores	Director, MF Housing	808-522-8185	(246)	808-522-8194
Los Angeles	LOSPOST	Linda K. Paugh	Asset Manager	213-251-7062		213-252-7957
Phoenix	PHXPOST	Roberta J. Helweg	Chief, Asset Management	602-379-4497		602-379-3985
San Diego	SDGPOST	Jon Smart	Asset Manager	619-557-2600		619-557-6296
Sacramento	SACPOST	F. Denise Williams	RIS	916-498-5228		916-498-5262
San Francisco	SFCPOST1	Lillie M. Zinnerman	Supv, Asset Management	415-436-6474	(2961)	415-436-8158
Northwest/Alaska						
Anchorage	ANCHORAGE	Kathy Davis	Asset Manager/RIS	907-271-5002		907-271-3667
Portland	PORTLAND	Roberta Ando	Chief, Asset Management	503-326-5100		503-326-2663
Seattle	SEATTLE	Diana Goodwin Shavey	Housing Director	206-220-5200	(3247)	206-220-5206

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Pompano Beach, FL

On March 27, residents at Holiday Lakes Apartments in Pompano Beach, Florida, opened a Neighborhood Networks Center. The center, which consists of 10 computers and 5 printers, offers classes in job training, counseling, and adult and child education.

A computer instructor will run the center with the part-time assistance of two housing residents. In addition, Broward County Community College, a major partner in this effort, will provide a teaching assistant.

For further information, contact Carol Strayer at 904-232-1710.

Holiday Lakes is a 232-unit community that houses 175 families, 95 percent of which are Section 8 and 5 percent of which are Section 236 residents.

“The center...offers classes in job training, counseling, and adult and child education.”



For the latest information on Neighborhood Networks activity, click on the “What’s New” button at the Neighborhood Networks Web Site.

U.S. Department of Housing and Urban Development
Neighborhood Networks
P.O. Box 6424
Rockville, Maryland 20850-6091

Official Business
Penalty for Private Use \$300

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